

Attendance

Registered Members attending:

Antonio Sanfilippo
Pascal Coupet
Karin Verspoor
Thomas Hampp-Bahnmueller
Eric Nyberg, 3rd
Thilo Goetz
David Ferrucci

Registered members absent:

Tim Miller
Christopher Chute
Kevin Bair
Clifford Thompson
Adrian Miley
Adam Lally
James Bryce Clark
Jonathan Michel
Alex Rankov
Ian Roberts
Hamish Cunningham

Other attendees:

Jim French (on behalf of J. Michel)
Carl Madson
Yoshino Kano
Nguyen Ngan

SUMMARY

1. Changed TC Telecon Schedule to every other Friday starting March 2 2007 (same call-in info)
2. Set NEXT MEETING to be Friday, March 2 2007
3. Refined the sub-group membership and selected leaders (see attached)
4. Finalized Schedule for sub-group reports (see attached)
5. Posted and emailed -- Full UIMA TC email list

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TWO sub-groups are DUE to report on Friday, March 2nd.
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1. CAS Specification Group -- Led by Eric Nyberg.
2. Type-System Base Model -- Led by Karin Verspoor.

Sub-group leaders should engage entire UIMA TC mailing list in their discussions.

Sub-group leaders are responsible for pulling together a distributing a 1-3 page summary of their results before the scheduled report date.

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Sub-Groups reports should include:
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1. Goals of spec element. What is it trying to achieve in terms of interoperability)
2. Overall Critique of section. High-level summary of findings. How good/bad is it in meeting goals. What's the damage? Looks good, just needs some wordsmithing, has some serious conceptual issues, etc.

3. "Votable" issues. Crisp decisions the TC should vote on required to harden/complete spec element.
4. Open-Issues. Issues that need extended discussion to resolve
5. List of compliance points. What aspects of this spec element "can", "must" be adhered to in order to be "compliant")
6. Action Plan. Very important -- List of tasks required to bring spec element to completion.

Detailed Minutes

Discussion about Sub-Groups and Review Schedule

- 0) Reviewed the initial signup document
- 1) Added Karin to subgroup #3: Type System Base Model
- 2) Summarized proposed sub-group procedure (from email to TC on 2/6):

"The general idea is that the subgroup would for example summarize the specification, provide a general critique of the section, highlighting goals and key compliance points, identify any "votable" issues, identify open-issues that need deeper discussion, and finally conclude with a proposed action-plan on how to take that section to completion. This may range from "it's done" to "start from scratch". The TC as a whole will critique and vote on the action plan. As we mentioned last time the subgroup should use the main email list to share their discussion with the whole TC so that folks can follow it. We may also want the report to be in a written form for everyone to review before the Report Date."

- 3) Discussed the sequencing and dates
- 4) Discussed specificity of the spec
- 5) Organizers for sub-groups
 1. Eric
 3. Karen
 2. Eric (remove Pascal)
 6. Adam
 4. Pascal (add Pascal)
 7. Adam
 5. Thomas
 8. Thomas
 10. Thilo
 9. TBD - Dave contacting Alex
- 6) Use the OASIS mailing list for discussions; be sure to cc the participants not yet on the roster (Dave will post a list of emails to the web site).

Next call: March 2nd (skip next Friday)